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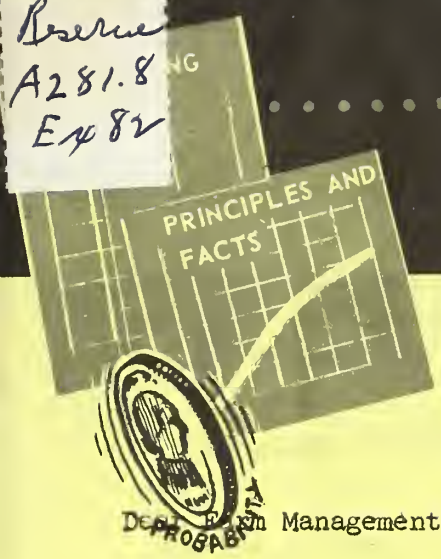

News and Views from the Farm Management Staff

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UNITED STATES DEPARTMENT OF AGRICULTURE
FEDERAL EXTENSION SERVICE
Washington 25, D. C.

September 5, 1963

Dear Farm Management Extension Workers:

Workshop Study Survey - Early in September Director Ahlgren and Bob Rieck, Wisconsin, will be contacting your State with a mail survey. This survey is an attempt to obtain a complete inventory of farm management workshops. This is the first phase of the cooperative study between Wisconsin and FES discussed in last month's newsletter. The study's advisory committee met at Madison on August 19 and 20. R. Rieck, C. Maddox, H. Routhe, M. Becker, F. Hughes, and G. Vollmar were present. Committee members indicated interest in the study in each region of the country and also came up with some good suggestions for Bob to consider. Director Ahlgren is sending the survey materials to your director. Specialists' cooperation in supplying the information requested will be appreciated and necessary if this phase of the study is to be of value.

Training Schools for Tax Consultants - Information has recently been received from each of the 50 States in regard to their plans for holding training schools on income tax matters for persons assisting farmers in preparing tax returns. These schools are held anywhere from the forepart of October to the middle of December, usually in cooperation with the State or District office of the Internal Revenue Service.

In 1963 plans have already been made by 38 States for holding 213 schools for tax consultants with an expected enrollment of 13,370 persons. A complete report of all schools planned for 1963 is shown below by regions:

Region	Number of States	Number of Schools	Expected Enrollment
Northeast	10	55	2,245
Central	10	58	5,500
South	11	47	3,715
West	7	53	1,910
Total	38	213	13,370

A few States conduct one Statewide training school, but most prefer regional schools located strategically throughout the State. This requires more time on the part of the teaching staff, but reaches more tax consultants.

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While these schools represent only a part of our total educational program on income tax matters, they are of growing significance and serve as the springboard and foundation for the other educational activities that follow.

Reading Isn't All Alike - Many of the Land Grant Universities and the USDA give training to improve the reading efficiency of their administrative and professional personnel. In the course given by the USDA, four levels of intensity of "reading" are identified:

1. Scan - See who wrote it and what it is about. Decide whether you will spend any more time on it.

2. Survey - Get a general notion of what the author is saying and why he is saying it. Identify and appraise material in it that may have use or value to you.

3. Read - Read for information or enjoyment. Most of us read 250 to 500 words per minute before training, and comprehend 70 to 90 percent of the ideas and information in what we read. Speed of reading can usually be increased 50 to 150 percent by rapid reading training. A slight gain in the comprehension level usually results.

4. Study - Read and/or re-read carefully enough to accept the degree of responsibility for mastery of the content as required or desired.

If you haven't had this training, you may have an opportunity (now or at some time in the future) to take it. If you do, it will probably be well worth its cost in time and money.

Farm Management Workshop - The workshop for extension farm management specialists in the Southern States, will be held at the Chisca Hotel, Memphis, Tennessee, October 8-10.

Personnel Changes - D. G. Harwood, Jr., has rejoined the North Carolina State Staff as extension farm management specialist. . . Robert G. Latimer has recently been appointed as an Assistant Specialist in Farm Management in New Jersey.

Sincerely yours,

Buel Lanpher

Buel Lanpher
E. P. Callahan
Glen J. Vollmar
L. M. Vaughan

Economists - Farm Management